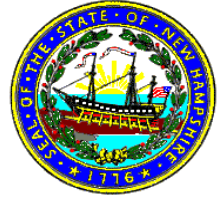




DEPARTMENTS OF THE ARMY AND AIRFORCE
JOINT FORCE HEADQUARTERS
NEW HAMPSHIRE NATIONAL GUARD
1 MINUTEMAN WAY
CONCORD, NH 03301



PLEASE POST IN A PROMINENT LOCATION

ANNOUNCEMENT NUMBER AGR NHANG16-022

17 August 2016

POSITION TITLE, SERIES/GRADE CMSgt/E9
INFLIGHT RE-FUELING SUPERINTENDENT

MAXIMUM MILITARY GRADE CMSgt/E9
FULL PAY AND ALLOWANCES BASED ON RANK AND LONGEVITY.

MERIT/OPEN: All current NHNG enlisted Airman/Soldiers in the rank of MSgt/E7 (promotable to SMSgt/E-8) to CMSgt/E9 and those eligible to become members of the NHANG.

Promotion/accession to CMSgt is dependent upon availability of Control Grade

Applicants for this position must have completed the Air Force Senior NCO Academy or Service equivalent prior to the closing date of this announcement.

CLOSING DATE

MERIT/OPEN: 20 September 2016

DUTY LOCATION
157th Operations Group
Pease ANGB

TYPE OF APPOINTMENT

AGR TOUR – THIS IS A ONE TIME OCCASSIONAL TOUR (OTOT) FOR A MAXIMUM OF 4 YEARS. THIS IS NOT A CAREER AGR POSITION. AN OTOT AGREEMENT WILL NEED TO BE SIGNED PRIOR TO START DATE OF TOUR.

MAXIMUM RANK/AFSC REQUIREMENTS
Maximum rank for this position is CMSgt/E9. This position requires that the incumbent be militarily assigned to AFSC 1A071 within the unit of assignment.

Individual selected for AGR service must meet the physical qualifications for entrance into Active Duty. Individual selected must also meet the requirements of ANG 36-101, chapter 5; enlisted personnel must possess an AFSC compatible with the SPMD upon selection for AGR duty.

OTHER PERTINENT DATA
The Enlistment and Reenlistment Bonus, Student Loan Repayment Program incentive and the Selective Reserve Recruitment Health Care Professionals incentive will be terminated upon start date for an AGR Title 10 or Title 32 tour. Recoupment may be required depending on the specific incentive contract recoupment procedures.

ADDITIONAL INFORMATION
Contact MSgt Kristine Poplar, at DSN: 684-9339, Commercial (603) 225-1339, Kristine.m.poplar.mil@mail.mil or CW2 Kathryn Scott at DSN: 684-9327, Commercial (603) 225-1327, Kathryn.l.scott9.mil@mail.mil. Other job postings are available at <https://www.nh.ngb.army.mil/employment/jobs>

EQUAL EMPLOYMENT OPPORTUNITY
The NH National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, age, national origin, gender, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

INSTRUCTIONS FOR APPLYING

PROVIDE YOUR EMAIL AND PHONE NUMBER WITH APPLICATION

MERIT: (Current NH Air AGR's) REQUIRED DOCUMENTS

****Also see MINIMUM PREREQUISITES**

AIRFORCE

- A single page memorandum expressing your interest in and qualifications for the position, include announcement number
- Three References include, email addresses and phone number
- AIR FORCE: Enlisted Performance Report (last five)
- AIR FORCE: Records Review Rip
- AIR FORCE: Report of Individual Fitness with a passing score (within 1 year of closing date)
- AIR FORCE: AF Form 422 obtained from Clinic (within 1 year of closing date) POC Med Group 603-430-2325

OPEN: (AGR's outside of NH and NON AGR's) REQUIRED DOCUMENTS

AIR FORCE

- NGB Form 34-1 (20131111) which includes announcement number and title of position
- Current or prior Technicians must include SF 50
- ALL DD 214's
- A single page memorandum expressing your interest in and qualifications for the position, include announcement number
- Three References include, email addresses and phone number
- AIR FORCE: MPA Tour Orders (if applicable)
- AIR FORCE: Last five OPRs or EPR's
- AIR FORCE: Records Review Rip (found in VMPF)
- AIR FORCE: Report of Individual Fitness certified by Unit Fitness Monitor (within 1 year)
- AIR FORCE: Point Credit Summary (found in VMPF)
- AIR FORCE: AF Form 422 Physical Profile Serial Report (within 1 year)

FAILURE TO SUBMIT ALL THE REQUIRED DOCUMENTS WILL CAUSE YOUR APPLICATION TO BE DISQUALIFIED

Applications must be received in the Human Resources Office NO LATER THAN 1600 hours (4:00 PM) on the closing date indicated above. Applications can be left with an HRO Representative, Pease ANGB, Bldg 145. If nobody is available at Building 145 please contact MSgt Kristine Poplar at 603-225-1339 or DSN 684-9339 to make other arrangements.

Applications sent via overnight (UPS, FEDEX, etc) are not delivered to the Human Resources Office and may not meet the closing date/time requirement.

MAIL RESTRICTION

Applications submitted at the government's expense will not be considered. This includes those submitted in government envelopes or postage and those submitted by way of a fax machine. **Do not** include tabs dividers, books, booklets, or document protectors when submitting applications. When mailing (use address on top of job announcement) please allow at least 4-5 days for the application to get through our mail distribution system. **NOTE:** Overnight applications are discouraged as those packages are not delivered to HR.

DUTIES AND RESPONSIBILITIES

Supervises the activities of the Operations Group assigned Aerial Refueling Technicians. Oversees the flying assignments of the technicians and instructors to ensure the organizations' mission is safely accomplished in unity with individual training and currency requirements. Coordinates with the Operations Support Squadron mission development section to ensure that a proper mix of flying activities is available and scheduled to complete the units training and currency requirements.

Performs in-flight refueling aircrew duties. Checks forms for equipment status. Performs visual and operational check of air refueling and associated systems and equipment.

Performs preflight, through-flight, and post-flight inspections. Accomplishes preflight and post-flight records and reports. Performs in-flight operational check of air refueling systems. Directs receiver aircraft into air refueling position. Operates in-flight air refueling controls and switches to safely affect contact between tanker and receiver aircraft. Monitors control panel for proper operation of equipment during air refueling and advises receiver pilot of actions required to safely maintain position within the air-refueling envelope. Keeps tanker pilot informed as to progress of air refueling operations. Performs emergency operations and procedures as required for emergency off-load and on-load of fuel.

Computes and applies weight and balance data, procedures, and techniques. Ascertains fuel, personnel, cargo, and emergency and special equipment weight and distribution to compute aircraft weight and balance.

Ensures aircraft is properly loaded within safe operating limits and provides weight and balance data for computing takeoff and landing data. Completes weight and balance forms for flight. Prepares and verifies load plans, directs cargo loading, and unloading operations, and inspects aircraft load to ensure hazardous cargo compliance and weight and balance status of aircraft.

Ensures adequate safety equipment and passenger comfort items are on aboard aircraft. Instructs passengers in use of emergency equipment and emergency procedures.

SPECIAL QUALIFICATIONS

Knowledge is mandatory of: electrical and mechanical principles applying to aircraft and related systems; flight theory; aircraft electrical, hydraulic, and pneumatic systems applying to in-flight refueling system; normal and emergency operation of aircraft refueling systems; flying directives; weight and balance factors; cargo tie-down techniques; minor in-flight maintenance; using personal equipment and oxygen; communication and aircraft emergency procedures; and using and interpreting diagrams, loading charts, technical publications, and flight manuals.

FOR THE ADJUTANT GENERAL

BRIAN C. ELBERT, Col, NHNG
Director of Human Resources